

#### AUDIT COMMUNICATION AND REPORT OF COMMENTS AND RECOMMENDATIONS

June 9, 2008

Members of the Board Township Ambulance Authority Antrim County, Michigan

I have audited the financial statements of the Township Ambulance Authority for the year ended March 31, 2008. As required by auditing standards generally accepted in the United States, the independent auditor is required to make several communications to the governing body having oversight responsibility for the audit. The purpose of this communication is to provide you with additional information regarding the scope and results of my audit that may assist you with your oversight responsibilities of the financial reporting process for which management is responsible.

#### Auditors' Responsibility under U.S. Generally Accepted Auditing Standards

I conducted my audit of the financial statements of the Township Ambulance Authority in accordance with auditing standards generally accepted in the United States. The following paragraph explains my responsibilities under those standards.

Management has the responsibility for adopting sound accounting policies, for maintaining an adequate and effective system of accounts, for the safeguarding of assets, and for devising an internal control structure that will, among other things, help assure the proper recording of transactions. The transactions that should be reflected in the accounts and in the financial statements are matters within the direct knowledge and control of management. My knowledge of such transactions is limited to that acquired through my audit. Accordingly, the fairness of representations made through the financial statements is an implicit and integral part of management's accounts and records. However, my responsibility for the financial statements is confined to the expression of an opinion on them. The financial statements remain the responsibility of management.

The concept of materiality is inherent in the work of an independent auditor. An auditor places greater emphasis on those items that have, on a relative basis, more importance to the financial statements and greater possibilities of material error than those items of lesser importance or those which the possibility of material error is remote.

For this purpose, materiality has been defined as "the magnitude of an omission or misstatement of accounting information that, in light of surrounding circumstances,

makes it probable that the judgment of a reasonable person relying on the information would have been changed or influenced by the omission or misstatement."

An independent auditor's objective in an audit is to obtain sufficient; competent evidential matter to provide a reasonable basis for forming an opinion on the financial statements. In doing so, the auditor must work within economic limits; the opinion, to be economically useful, must be formed within a reasonable length of time and at a reasonable cost. That is why an auditor's work is based on selected tests rather than an attempt to verify all transactions. Since evidence is examined on a test basis only, an audit provides only reasonable assurance, rather than absolute assurance, that financials are free of material misstatement. Thus, there is a risk that audited financial statements may contain undiscovered material errors or fraud. The existence of that risk is implicit in the phrase in the audit report, "in my opinion."

#### Significant Accounting Policies

The significant accounting policies are described in Note 1 to the financial statements.

#### **Other Communications**

Auditing standards call for me to inform you of other significant issues such as, but not limited to: 1) Accounting estimates that are particularly sensitive because of their significance to the financial statements or because of the possibility that future events affecting them may differ from management's current judgments; 2) Significant audit adjustments that may not have been detected except through the auditing procedures performed; 3) Disagreements with management regarding the scope of the audit or application of accounting principles; 4) Consultation with other accountants; 5) Major issues discussed with management prior to retention; and 6) Difficulties encountered in performing the audit.

I have no significant issues, regarding these matters, to report to you at this time. Audit adjustments were minimal, and are available to review.

#### Internal Control Matters

In the audit process, I gain an understanding of the internal control structure of an entity for the purpose of assisting in determining the nature, timing, and extent of audit testing. My understanding is obtained by inquiry of management, testing transactions, and observation and review of documents and records. The amount of work done is not sufficient to provide a basis for an opinion on the adequacy of the internal control structure.

My consideration of internal control over financial reporting was for the limited purpose described in the preceding paragraph and would not necessarily identify all deficiencies in internal control over financial reporting that might be significant deficiencies or material weaknesses.

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the ability to

initiate, authorize, record, process or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the financial statements that is more than inconsequential will not be prevented or detected by the internal control.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the internal control. My consideration of the internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in the internal control that might be significant deficiencies and, accordingly, would not necessarily disclose all significant deficiencies that are also considered to be material weaknesses. However, I consider each of the following significant deficiencies to be a material weakness.

#### Segregation of Duties

A properly designed system of internal control segregates the accounting responsibilities from employees who have access to physical assets such as cash, investments and payroll, from authorization and approval of transactions and account reconciliations. The small size of the administrative staff precludes a complete segregation of duties resulting in more than a remote risk that material misstatements could occur and not be detected in the normal course.

#### Reporting Financial Data

The above definition of a significant deficiency includes any condition that adversely affects the ability to report financial data in accordance with generally accepted accounting principles ("GAAP"). As a matter of convenience, the Organization has always relied upon its auditors to prepare financial statements and related notes and supplemental schedules for external reporting in accordance with GAAP. As a consequence, the Organization has not developed the tools and resources necessary to enable its employees to prepare reports in conformity with GAAP in the normal course of performing their assigned functions. The Organization has committed the resources necessary to meet its internal reporting needs. In this regard, it is not unlike many other organizations of its size.

#### Summary

This information is intended solely for the use of the Board and Management of the Township Ambulance Authority and is not intended to be and should not be used by anyone other than these specified parties.

I welcome any questions you may have regarding the foregoing comments, and would be happy to discuss any of these or other questions that you might have at your convenience.

Respectfully Yours,

Daniel S. Smith, CPA

# TOWNSHIP AMBULANCE AUTHORITY ANTRIM COUNTY FINANCIAL STATEMENTS MARCH 31, 2008

#### TOWNSHIP AMBULANCE AUTHORITY

CENTRAL LAKE STANLEY BEAN

CHESTONIA ROBERT BECKNER

CUSTER ROBERT RICKSGERS

FOREST HOME TERRY SMITH

HELENA BRUCE WIERMAN

KEARNEY TIM COMBEN

MANCELONA MAURICE MCGLEISH

STAR DONNA SIMONS

WARNER MATTHEW DOBRZELEWSKI

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#### INDEPENDENT AUDITOR'S REPORT

June 2, 2008

Members of the Board Township Ambulance Authority

I have audited the accompanying financial statements of the governmental activities and the major fund information of the Township Ambulance Authority, Antrim County, Michigan as of and for the year ended March 31, 2008, which collectively comprise the Authority's basic financial statements, as listed in the table of contents. These financial statements are the responsibility of the Authority's management. My responsibility is to express an opinion on these financial statements based on my audit.

I have conducted my audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that I plan and perform the audit to obtain assurance about whether the general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management as well as evaluating the overall financial statement presentation. I believe that my audit provides a reasonable basis for my opinion.

In my opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, and the major fund information of the Township Ambulance Authority, Antrim County, Michigan as of March 31, 2008, and the respective changes in financial position, thereof and for the year then ended in conformity with accounting principles generally accepted in the United States of America.

The management's discussion and analysis, which immediately follows the Independent Auditor's Report and the budgetary comparison information on page 14, are not a required part of the basic financial statements but are supplementary information required by accounting principles generally accepted in the United States of America. I have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the supplementary information. However, I did not audit the information and express no opinion on it.

Daniel S. Smith, CPA

### TOWNSHIP AMBULANCE AUTHORITY

#### MANAGEMENT'S DISCUSSION AND ANALYSIS

This section of the Township Ambulance Authority annual financial report presents our discussion and analysis of the Authority's financial performance during the fiscal year ended March 31, 2008. Please read it in conjunction with the financial statements that immediately follow this section.

#### Financial Highlights

Our financial status improved over the last year. Assets increased by approximately \$146,106. Total assets are now \$887,002 of which \$264,816 represents capital assets.

Overall revenues were \$541,300 and overall expenses were \$395,194 in the statement of activities.

The Authority spent \$113,702 on new equipment and furnishings, and \$30,171 on the new ambulance facility.

#### Overview of the Financial Statements

This annual report consists of three parts; management's discussion and analysis, the basic financial statements and required supplementary information. The basic financial statements include two different kinds of statements that present different views of the entity.

The first two statements are entity wide financial statements and provide both long and short-term information about our overall financial status. These statements present government activities.

The remaining statements are fund financial statements, which focus on detail.

The notes to the financial statements explain some of the information in the statements and provide more detailed data.

Required supplementary information further explains and supports the financial statement information with budgetary comparisons.

#### **Entity Wide Statements**

The entity wide statements report information about the Authority as a whole, using accounting methods used by private companies. The statement of net assets includes all the Authority's assets and liabilities. The statement of activities records all of the current year revenues and expenses regardless of when received or paid.

The two entity wide statements report net assets and how they have changed. Net assets are the difference between the Authority's assets and liabilities and this is one method to measure the Authority's financial health or position.

Over time, increases or decreases in the Authority's net assets are an indicator of whether financial position is improving or deteriorating.

#### **Fund Financial Statements**

The fund financial statements provide more detailed information about the Authority's funds. Funds are established to account for funding and spending of specific financial resources and to show proper expenditures of those resources.

The entity has the following kind of funds:

Governmental Fund – All of the Authority's activities are included in one general fund, classified in the governmental fund category. This fund is presented on the modified accrual basis, which is designed to show short-term financial information. You will note that differences between the entity wide statements and the fund statements are disclosed in the reconciling financial statements to explain the difference between them.

#### Financial Analysis of the Entity as a Whole

Net Assets – the Authority's net assets increased by \$146,106 during the year ended March 31, 2008, totaling \$887,002, of which \$334,816 is invested in capital or other assets, leaving \$552,186 in unrestricted net assets. The increase in net assets is due primarily to conservative spending by the Authority. The unrestricted net assets will be used for future capital asset purchases and operating expenses.

#### Financial Analysis of the Authority's Funds

Fund Balance – the Authority's fund balance increased by \$97,091, bringing the total fund balance to \$552,186.

#### Capital/Other Assets

Our capital asset purchases include a new ambulance (\$104,970), new building costs (\$30,171) and furniture & fixtures for the new building (\$8,732). Our total net capital/other assets at year end were \$334,816

#### Long-term Debt

The Authority has no long-term debt.

#### **Known Factors affecting Future Operations**

None.

#### **Contacting Authority Management**

This financial report is designed to provide our taxpayers and creditors with a general overview of the Authority's finances and to demonstrate the Authority's accountability for the revenues it receives. If you have any questions concerning this report, please contact the following members of the Authority:

Terry Smith, Forest Horke Township

Maurice McGleish, Mandelona Township

#### TOWNSHIP AMBULANCE AUTHORITY STATEMENT OF NET ASSETS MARCH 31, 2008

Cash         \$ 337,926           Certificate of Deposit         106,647           Current Taxes Due from Townships         60,433           Delinquent Taxes Receivable         47,180           Total Current Assets         552,186           Capital Assets:         552,186           Fixed Assets - Original Purchase         36,000           Vehicles         263,747           Equipment & Furnishings         56,913           Building Costs         54,026           Less, Accumulated Depreciation         (145,870)           Total Capital Assets         264,816           Security Deposit - Building         70,000           Total Assets         887,002           LIABILITIES         Accounts Payable         \$ -           NET ASSETS         Unrestricted Net Assets         552,186           Investment in Capital/Other Assets         334,816           Total Net Assets         \$ 887,002	ASSETS Current Assets;		
Certificate of Deposit Current Taxes Due from Townships         106,647 60,433 Delinquent Taxes Receivable         47,180           Total Current Assets         552,186           Capital Assets: Fixed Assets - Original Purchase Vehicles         36,000 263,747 Equipment & Furnishings         56,913 94,026           Less, Accumulated Furnishings         54,026           Less, Accumulated Depreciation         (145,870)           Total Capital Assets         264,816           Security Deposit - Building         70,000           Total Assets         887,002           LIABILITIES Accounts Payable         \$ -           NET ASSETS Unrestricted Net Assets Investment in Capital/Other Assets         552,186 100,4816	Cash	\$	337,926
Delinquent Taxes Receivable         47,180           Total Current Assets         552,186           Capital Assets:	Certificate of Deposit	,	
Total Current Assets         552,186           Capital Assets:         36,000           Fixed Assets - Original Purchase         263,747           Equipment & Furnishings         56,913           Building Costs         54,026           Less, Accumulated Depreciation         (145,870)           Total Capital Assets         264,816           Security Deposit - Building         70,000           Total Assets         887,002           LIABILITIES	Current Taxes Due from Townships		
Capital Assets: Fixed Assets - Original Purchase Vehicles Equipment & Furnishings Building Costs  Less, Accumulated Depreciation Total Capital Assets  Security Deposit - Building Total Assets  LIABILITIES Accounts Payable  NET ASSETS Unrestricted Net Assets Investment in Capital/Other Assets  36,000 263,747 56,913 54,026 410,686 (145,870) 410,686 (145,870) 70,000  887,002	Delinquent Taxes Receivable		47,180
Fixed Assets - Original Purchase         36,000           Vehicles         263,747           Equipment & Furnishings         56,913           Building Costs         54,026           Less, Accumulated Depreciation         (145,870)           Total Capital Assets         264,816           Security Deposit - Building         70,000           Total Assets         887,002           LIABILITIES	Total Current Assets		552,186
Fixed Assets - Original Purchase         36,000           Vehicles         263,747           Equipment & Furnishings         56,913           Building Costs         54,026           Less, Accumulated Depreciation         (145,870)           Total Capital Assets         264,816           Security Deposit - Building         70,000           Total Assets         887,002           LIABILITIES	Canital Assets		
Vehicles         263,747           Equipment & Furnishings         56,913           Building Costs         54,026           Less, Accumulated Depreciation         (145,870)           Total Capital Assets         264,816           Security Deposit - Building         70,000           Total Assets         887,002           LIABILITIES			36 000
Equipment & Furnishings Building Costs  56,913 54,026  Less, Accumulated Depreciation  Total Capital Assets  264,816  Security Deposit - Building  Total Assets  887,002  LIABILITIES Accounts Payable  NET ASSETS Unrestricted Net Assets Investment in Capital/Other Assets  56,913 56,913 54,026  410,686 (145,870) 70,000  887,000  887,000			
Building Costs 54,026  Less, Accumulated Depreciation (145,870)  Total Capital Assets 264,816  Security Deposit - Building 70,000  Total Assets 887,002  LIABILITIES Accounts Payable \$ -  NET ASSETS Unrestricted Net Assets 552,186 Investment in Capital/Other Assets 334,816	•		
Less, Accumulated Depreciation (145,870) Total Capital Assets 264,816  Security Deposit - Building 70,000  Total Assets 887,002  LIABILITIES Accounts Payable \$ -  NET ASSETS Unrestricted Net Assets Investment in Capital/Other Assets 334,816			•
Total Capital Assets 264,816  Security Deposit - Building 70,000  Total Assets 887,002  LIABILITIES Accounts Payable \$ -  NET ASSETS Unrestricted Net Assets Investment in Capital/Other Assets 334,816			410,686
Security Deposit - Building 70,000  Total Assets 887,002  LIABILITIES Accounts Payable \$ -  NET ASSETS Unrestricted Net Assets Investment in Capital/Other Assets 334,816	Less, Accumulated Depreciation		(145,870)
Total Assets 887,002  LIABILITIES     Accounts Payable \$ -  NET ASSETS     Unrestricted Net Assets 552,186     Investment in Capital/Other Assets 334,816	Total Capital Assets		264,816
LIABILITIES Accounts Payable  NET ASSETS Unrestricted Net Assets Investment in Capital/Other Assets 334,816	Security Deposit - Building		70,000
Accounts Payable \$  NET ASSETS Unrestricted Net Assets 552,186 Investment in Capital/Other Assets 334,816	Total Assets		887,002
Accounts Payable \$  NET ASSETS Unrestricted Net Assets 552,186 Investment in Capital/Other Assets 334,816			
Accounts Payable \$  NET ASSETS Unrestricted Net Assets 552,186 Investment in Capital/Other Assets 334,816	LIABILITIES		
Unrestricted Net Assets 552,186 Investment in Capital/Other Assets 334,816	Accounts Payable	<b>\$</b>	
Unrestricted Net Assets 552,186 Investment in Capital/Other Assets 334,816	NET ASSETS		
Investment in Capital/Other Assets 334,816			EEO 100
Total Net Assets \$ 887,002			
	Total Net Assets	\$	887,002

# TOWNSHIP AMBULANCE AUTHORITY STATEMENT OF ACTIVITIES FOR THE YEAR ENDED MARCH 31, 2008

NET REVENUE/ (EXPENSE) AND CHANGES IN <u>NET ASSETS</u>	TOTAL	\$ (395,194)		111,907	80,340 80,340	67,716	64,228 28,044	12,714	2,073 2,596 2,848	541,300	146,106	740,896	\$ 887,002	
REVENUES	CAPITAL GRANTS & CONTRIBUTIONS	d distribution								- Annual and a second a second and a second				
PROGRAM REVE	OPERATING GRANTS & CONTRIBUTIONS	T							Faxes					
P R O	CHARGES FOR SERVICES		VENUES	ime	ake a			œ.	Delinquent Personal Property Taxes Interest income	Total General Revenues	ET ASSETS	NET ASSETS - APRIL 1, 2007	NET ASSETS - MARCH 31, 2008	
	EXPENSES	\$ (395,194)	GENERAL REVENUES Property Taxes:	Forest Ho Kearnev	Central La Mancelon	Helena	Star	Warner Chestonia	Delinquer Interest in	Total Gen	CHANGE IN NET ASSETS	NET ASSETS	NET ASSETS	
		GOVERNMENTAL ACTIVITIES Ambulance Service												

# TOWNSHIP AMBULANCE AUTHORITY BALANCE SHEET GOVERNMENTAL FUND MARCH 31, 2008

	GENERAL FUND	
ASSETS:	_	
Cash Certificate of Deposit Taxes Receivable:	\$	337,926 106,647
Current Taxes Due from Townships Delinquent Taxes - County		60,433 47,180
Total Assets		552,186
LIABILITIES: Accounts Payable	\$	**
FUND EQUITY: Fund Balance - Undesignated		552,186
Total Fund Equity		552,186
Total Liabilities and Fund Equity	\$	552,186

# TOWNSHIP AMBULANCE AUTHORITY RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET TO THE STATEMENT OF NET ASSETS MARCH 31, 2008

TOTAL FUND BALANCES - GOVERNMENTAL ACTIVITIES PER BALANCE SHEET - PAGE 3	\$ 552,186
Amounts reported for governmental activities in the Statement of Net Assets (page 1) are different because:	
Capital assets used in governmental activities are not financial resources and therefore not used in the funds.	264,816
The Security Deposit listed in the Statement of Net Assets is a long-term amortizable asset, therefore, not included in the Genral Fund Balance Sheet	70,000
TOTAL NET ASSETS - GOVERNMENTAL ACTIVITIES PER STATEMENT OF NET ASSETS - PAGE 1	\$ 887,002

# TOWNSHIP AMBULANCE AUTHORITY STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE GENERAL FUND FOR THE YEAR ENDED MARCH 31, 2008

	GENERAL FUND	
REVENUES:		
Property Taxes:		
Forest Home	\$	111,907
Kearney		94,020
Central Lake		80,340
Helena		67,716
Custer		64,228
Mancelona		63,814
Star		28,044
Chestonia		13,073
Warner		12,714
Delinquent Personal Prop. Taxes		2,596
Interest Income		2,848
Total Revenues		541,300
EXPENDITURES:		
Contractual Services		127,459
Building Lease Payments		129,780
Capital Outlay		142,953
Fuel		18,524
Utilities		5,427
Communications		4,887
Misc./Maint./Operating Supplies		4,414
Snowplowing		3,200
Audit		2,500
Insurance		1,926
Mileage Reimbursement		1,560
Office Supplies		845
Legal Services		571
Postage		163
Total Expenditures	B01001010101010101010101010101010101010	444,209
Excess (Deficiency) of Revenues Over Expenditures		97,091
FUND BALANCE - APRIL 1, 2007		455,095
FUND BALANCE - MARCH 31, 2008	\$	552,186

See accompanying notes to the financial statements

# TOWNSHIP AMBULANCE AUTHORITY RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES YEAR ENDED MARCH 31, 2008

PER THE STATEMENT OF ACTIVITIES - PAGE 2	\$ 146,106
CHANGES IN NET ASSETS - GOVERNMENTAL ACTIVITIES	 
The Security Deposit related to the building rent is recorded as an expenditure in the fund statement, however, only that portion that is amortized is expensed in the Statement of Activities.	(45,000)
Depreciation expense is recorded in the statement of activities but not in the governmental fund financial statements.	(49,858)
Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives.	143,873
Amounts reported for governmental activities in the statement of activities (page 2) are different because:	
NET CHANGE IN FUND BALANCES TOTAL GOVERNMENTAL FUNDS - PAGE 5	\$ 97,091

#### **NOTE A: ENTITY**

The Township Ambulance Authority was established under Public Act 57 of 1988, in November, 2002, in order to provide a stable and reliable ambulance service to the participating Townships: Central Lake, Chestonia, Custer, Forest Home, Helena, Kearney, Mancelona, Star and Warner. Each township will have one resident represented on the nine member board. Upon dissolution, all assets and debts of the Authority shall be divided among the member townships according to each township's state equalized value – and its relationship to the Authority's state equalized value.

#### NOTE B: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting and reporting framework and the more significant accounting principles and practices of the Township Ambulance Authority are discussed in subsequent sections of this note. The remainders of the Notes are organized to provide explanations, including required disclosures of the Authority's financial activities.

The accounting policies of the Township Ambulance Authority conform to the generally accepted accounting principles as applicable to governments. The following is a summary of the more significant policies.

On April 1, 2003, the Township Ambulance Authority adopted the new governmental reporting model and implemented. Governmental Accounting Standards Board (GASB) Statement No. 34 "Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments" and Statement No. 38 "Certain Financial Statement Note Disclosures".

Under the provisions of GASB Statements No. 34 and 38, the focus of the Authority's financial statements has shifted from a fund focus to a government-wide focus.

#### **GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENT PRESENTATION**

#### Government-Wide Financial Statements

The government-wide financial statements include the statement of net assets and the statement of activities. These statements report financial information for the Authority as a whole.

#### NOTE B: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### Government-Wide Financial Statements (continued)

The statement of activities reports the expenses of a given function offset by program revenues directly connected with the functional program. A function is an assembly of similar activities and may include portions of a fund or summarize more than one functional activity. The Authority has one fund and one functional activity – ambulance services. Program revenues include: (1) charges for services which report fees, fines and forfeitures, and other charges to users of the Authority's services; (2) operating grants and contributions which finance annual operating activities including restricted investment income; and (3) capital grants and contributions which fund the acquisition, construction, or rehabilitation of capital assets and include fees to developers. These revenues are subject to externally imposed restrictions to these program uses. Taxes and other revenue sources not included with program revenues are reported as general revenues.

#### Fund Financial Statements

Fund financial statements are provided for the Authority's governmental fund.

The measurement focus and basis of accounting for the government-wide and fund financial statements are described in a subsequent section of this note.

#### **FUND TYPE AND MAJOR FUND**

#### Governmental Fund

The Authority reports the following major governmental fund:

General Fund- This fund is used to account for all financial transactions of the Township Ambulance Authority. The Authority's primary source of revenue is from Township property taxes "earmarked" for ambulance services. These taxes are received from the nine participating Townships throughout the year.

#### MEASUREMENT FOCUS AND BASIS OF ACCOUNTING

The financial statements of the Authority are prepared in accordance with generally accepted accounting principles (GAAP). The Authority's reporting entity applies all relevant Governmental Accounting Standards Board (GASB) pronouncements and applicable Financial Accounting Standards Board (FASB) pronouncements, and Accounting Principles Board (APB) opinions issued on or before November 30, 1989, unless they conflict with GASB pronouncements. The Authority does not apply FASB pronouncements or APB opinions issued after November 30, 1989.

#### NOTE B: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### Measurement Focus and Basis of Accounting (Continued)

The government-wide statements report using the economic resources measurement focus and the accrual basis of accounting. Reimbursements are reported as a reduction to expenses. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property tax revenues are recognized in the year for which they are levied while grants are recognized when grantor eligibility requirements are met.

#### Governmental Fund Financial Statements

Governmental fund financial statements report using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized when they are both measurably available. Available means collectible within the current period or soon enough thereafter to pay current liabilities. The Authority considers revenues to be available if they are collected within 60 days of the end of the fiscal year. Expenditures are recorded when the related fund liability is incurred, except for general obligation bond principal and interest which are reported as expenditures in the year due.

Major revenue sources susceptible to accrual include: property taxes and investment income. In general, other revenues are recognized when cash is received.

#### **BUDGET**

An annual budget is required of the Township Ambulance Authority. The budget is open to the public for their consideration before final adoption. The Townships also individually review and approve the budget. Upon completion of the public hearing, the budget was adopted on a fund level using the modified accrual basis of accounting. The budget was amended as necessary throughout the year. Both the original and amended budgets are presented in these financial statements, as a part of required supplementary information. Budgets as adopted end on March 31<sup>st</sup> of each year. There are no carryover budget items.

Public Act 621 of 1978 as amended provides that a local unit shall not incur expenditures in excess of the amount appropriated. For the year ended March 31, 2008, the general fund incurred expenditures less than its final budget by \$85,739.

#### NOTE B: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### **ESTIMATES**

The preparation of financial statements in conformity with generally accepted accounting principles require management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

#### RESTRICTED RESOURCES

The Authority currently has no restricted resources.

#### CAPITAL ASSETS AND DEPRECIATION

The Authority's property, plant, and equipment with useful lives of more than one year are stated at historical cost and comprehensively reported in the government-wide financial statements. The Authority has no infrastructure assets. Donated assets are stated at fair value on the date donated. The Authority generally capitalizes assets with a cost of \$1,000 or more.

Capital assets are depreciated using the straight-line method. When capital assets are disposed, the cost and applicable accumulated depreciation are removed from the respective accounts and the resulting gain or loss is recorded in operations.

Estimated useful live, in years, for depreciable assets are as follows:

Buildings and Improvements	25-40
Land Improvements	10 - 20
Furniture, Machinery, and Equipment	5 - 10
Vehicles	5 -10

Land and construction in progress are not depreciated.

For information describing capital assets, see Note E.

#### LONG-TERM DEBT, DEFERRED DEBT EXPENSE, AND BOND DISCOUNTS/PREMIUMS

The Township Ambulance Authority currently has no debt.

#### NOTE C: CASH AND INVESTMENTS

Cash consists of bank accounts with original maturities of 90 days or less.

All cash deposits are maintained in financial institutions in the Antrim County area. The Authority's deposits are categorized to give an indication of the level of risk assumed by the Authority at fiscal year-end. The categories are described as follows:

Category 1 - Insured or collateralized with securities held by the Authority or by its agent in the Authority's name.
Category 2 - Collateralized with securities held by the pledging Financial institution's trust department or agent in the

Authority's name.

Category 3 - Uncollateralized and uninsured.

	Bank	Ca	ategory		Carrying
	Balance	1	2	3	Amount
Cash Deposits	444,573	200,000		244.573	444.573

#### NOTE D: TAXES RECEIVABLE

The following amounts were due from the participating townships at March 31, 2008:

	Current Taxes	<b>Delinquent Taxes</b>
Central Lake	\$ 4,556	7,132
Chestonia	391	1,818
Custer	42	5,908
Forest Home	44,821	5,113
Helena	430	4,583
Kearney	8,693	9,028
Mancelona	3	9,173
Star	1,390	3,695
Warner	107	730
	\$ <u>60,433</u>	<u>\$ 47,180</u>

#### NOTE E: CAPITAL ASSETS AND DEPRECIATION

The following table provides a summary of changes in capital assets:

#### CAPITAL ASSETS DEPRECIATED

	VEHICLES	FURNITURE & EQUIPMENT	BUILDINGS	TOTALS
Governmental Activities	VEHICLES	EGOIFMENT	BUILDINGS	TOTALS
Balance, April 1, 2007	\$ 158,777	\$ 84,181	\$ 23,855	\$266,813
Increases	104,970	8,732	30,171	143,873
Decrease	<del>-</del>		<b>-</b>	
Balance, March 31, 2008	<u>263,747</u>	<u>92,913</u>	<u>54,026</u>	410,686
Governmental Activities				
Accumulated Depreciation		10.400		
Balance, April 1, 2007	49,012	46,403	597	96,012
Increases	34,797	13,710	1,351	49,858
Decreases		<u> </u>		
Balance, March 31, 2008	83,809	60,113	1,948	145,870
Governmental Activities				
Capital Assets, Net	<u>\$ 179,938</u>	\$ 32,800	<u>\$ 52,078</u>	<u>\$ 264,816</u>

#### NOTE F: CONTRACTS

The Authority has entered into an "Ambulance Management Service Contract" with Allied EMS Systems, Inc. and Life + Link (both Michigan nonprofit corporations). In summary, the Authority purchased Life + Link's capital assets for \$36,000 and contracted with Allied for operational ambulance services. A subsidy shall be paid by the Authority to Allied to "cover" the estimated total operating loss for each calendar year. For 2008, the estimated loss is \$203,556, of which \$50,889 (25%) was paid in December, 2007. Additionally \$76,570 was paid in January, 2008, to cover the remaining loss for 2007.

The contract term is January 1 through December 31 and is renewable annually.

#### **NOTE G: INSURANCE**

The Authority does maintain "bond surety" coverage for certain board members. Liability coverage is part of the contractual agreement with Allied.

#### NOTE H: SECURITY DEPOSIT

The Authority entered into a long-term lease with Kearney Township to rent the "new" ambulance building located in Bellaire, MI. The lease called for a \$120,000 security deposit. The deposit will be "utilized" through a \$2,500 reduction in the monthly base rent for 48 months. The balance of the security deposit at March 31, 2008 is \$70,000.

#### NOTE I: LONG-TERM LEASE

The Authority has entered into a long-term lease with Kearney Township to rent the "new" ambulance building located in Bellaire, Ml. The base rent is essentially based on the cost to construct the new facility. The term of the lease is four years, commencing February 1, 2007. The base monthly rent is \$9,710. The future obligations are as follows:

	Base	Security Deposit	Net Rent
	Rent	Utilization	Obligation
2008-09	\$ 116,520	\$ 30,000	\$ 86,520
2009-10	116,520	30,000	86,520
2010-11	48,550	10,000	38,550
_	\$ 281,590	\$ 70,000	\$ 211,590

When the Authority completes it "obligations" to Kearney Township under the terms of the lease, it has the option to purchase the building for \$1.00 (one dollar). If the purchase option is exercised, the building value will be recorded as a capital asset at its estimated market value on the date of purchase.

For the year ended March 31, 2008, the Authority decided to accelerate its lease payments beginning in September, 2007. The total lease payments recorded in the General Fund were \$129,780, or eighteen payments of \$7,210.

# TOWNSHIP AMBULANCE AUTHORITY STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE BUDGET AND ACTUAL FOR THE YEAR ENDED MARCH 31, 2008

	ORIGINAL BUDGET		FINAL AMENDED BUDGET		ACTUAL		VARIANCE FROM FINAL AMENDED BUDGET	
REVENUES:								
Property Taxes:								
Forest Home	\$	111,000	\$	111,000	\$	111,907	\$	907
Kearney		94,000		94,000		94,020		20
Central Lake		80,000		80,000		80,340		340
Mancelona		63,500		63,500		63,814		314
Helena		67,000		67,000		67,716		716
Custer		64,000		64,000		64,228		228
Star		28,000		28,000		28,044		44
Warner		12,500		12,500		12,714		214
Chestonia		13,000		13,000		13,073		73
Delinquent Personal Prop. Taxes		-		-		2,596		2,596
Interest Income			_	-		2,848		2,848
Total Revenues	_	533,000		533,000		541,300		8,300
EXPENDITURES:								
Contractual Services		216,504		216,504		127,459		89,045
Building Lease Payments		86,520		100,020		129,780		(29,760)
Capital Outlay		123,000		164,991		142,953		22,038
Fuel		20,000		20,000		18,524		1,476
Utilities		5,400		5,400		5,427		(27)
Communications		5,200		5,200		4,887		313
Misc./Maint./Oper. Supplies		1,000		1,000		4,414		(3,414)
Snowplowing		<u>-</u>		2,233		3,200		(967)
Audit		3,000		3,000		2,500		500
Insurance		2,500		2,500		1,926		574
Mileage Reimbursement		500		500		1,560		(1,060)
Supplies		1,000		1,000		845		155
Legal Services		6,000		6,000		571		5,429
Postage		100		100		163		(63)
Education		1,000		1,000		-		1,000
Meais & Lodging		500		500 		-		500
Total Expenditures	_	472,224		529,948		444,209		85,739
Excess (Deficiency) of								
Revenues Over Expenditures		60,776		3,052		97,091		94,039
FUND BALANCE - APRIL 1, 2007		455,095		455,095		455,095		-
FUND BALANCE - MARCH 31, 2008	\$	515,871	\$	458,147	\$	552,186	\$	94,039
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See accompanying notes to the financial statements